

DWS Data Warehouse

WebI User Information and Support

W-2 Contract & Implementation Committee Meeting June 16, 2006

The DWS data warehouse includes data from multiple program areas including W-2, performance standards and work programs. The warehouse's on-line information manager allows end users to access individual and aggregate data reports, and to answer ad hoc data questions.

Users from the field access data using BusinessObjects WebIntelligence (WebI), which allows admission to the data warehouse from any standard Web browser. Users can use existing standard reports or create their own reports. Work program data marts in WebI have over 700 users.

WebIntelligence (WebI) is a software package that is used to access the data warehouse over the extranet - it provides historical information about various subject areas in the form of reports (Corporate Documents). **There are three levels of WebI users, Viewer, Editor and Analyst.**

The **Viewer Level User** is able to:

- Access and navigate within WebI,
- Set user options for WebI,
- Drill reports to see greater detail,
- Save, export, and print reports,
- Use Metadata to understand terms and their sources.

The **Editor Level User** is able to access all of the Viewer features plus:

- Use the Java Report Panel to edit standard reports,
- Add and remove report objects,
- Add and calculate columns or rows of a report,
- Create sections, breaks, and sorts,
- Use formulas and functions to create custom variables and calculations.

The **Analyst Level User** is able to access all of the Viewer and Editor features plus:

- Create query logic from any available universe of data.

Training is available on-line for the Viewer and Editor levels of WebI through DWS' Partner Training Learning Center. Attached to this document are instructions for receiving a training logon and locating the training material for the Viewer and Editor level user. If there are questions about the WebI training, contact Gerry Mayhew at germaine.mayhew@dwd.state.wi.us.

The process for moving from Viewer to Editor is to contact Mike Soref at michael.soref@dwd.state.wi.us. Editor access will be assigned by DWS Security in order to complete the Editor level training, on-line. The training must be completed within two weeks in order for Editor access to be assigned on a permanent basis.

The process for moving from Editor to Analyst level is to contact Mike Soref of DWS Bureau of Workforce Information at michael.soref@dwd.state.wi.us.

Help with WebI is available through the DWD Service Desk (608/266-7585) and an email hotline at address: wisdom@dwd.state.wi.us.